



Contract Period

1-26-2014 through 1-25-2019

Professional Engineering Services

PES Contract # GS-10F-0073V
GSA Schedule # 871

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is: www.gsadvantage.gov

Company Information:

Mark G. Anderson Consultants, Inc.
730 Eleventh Street, NW
Washington, DC 20001
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Point of Contact

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Contract Information:

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This pricelist is effective through modification number PS-0010 effective January 24, 2014

SINs 871 7 Construction Management Services

871 7 RC Recovery Construction Management Services

Customer agencies shall utilize construction managers as its principal agent to advise on or manage the process over the project regardless of the project delivery method used. The Construction Manager assumes the position of professional adviser or extension of staff to the customer agency. The Construction Manager frequently helps the customer agency identify which delivery method is the best for the project. The construction management approach utilizes a firm (or team of firms) with construction, design and management expertise to temporarily expand the customer agency's capabilities, so that they can successfully accomplish their program or project. The Construction Manager also provides expert advice in support of the customer agency's decisions in the implementation of the project.

for information on ordering from Federal Supply Schedules click on the FSS Schedules button at www.fss.gsa.gov.

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The following are some of the tasks to be covered under Construction Management:

- **Project Design Phase Services:** These services may include: design technical reviews; code compliance reviews; constructability reviews; analysis of Value Engineering proposals; preparation of cost estimates (including independent check estimates); cost analysis; cost control/monitoring; energy studies; utility studies; site investigations; site surveys; scheduling (including preparation of schedules and schedule reviews); review of design scope changes (including analysis of schedule impact); scheduling/conducting/documenting design related meetings; and performing market studies (material availability, contractor interest, etc.).
- **Project Procurement Phase Services:** These services may include: providing assistance to the Contracting Officer in contract procurement; answering bid/RFP questions; attending/participating in site visits; attending/participating in pre-bid conferences; preparing and issuing solicitation amendments for review and approval by the Government Contracting Officer; and performing cost/bid/proposal analysis.
- **Project Construction Phase Services:** These services may include: establishing temporary field offices; setting up job files, working folders, and record keeping systems; maintaining organized construction files; scheduling and conducting preconstruction meetings; documenting actions taken and decisions made, etc.; monitoring the submittal review process; review and monitoring of project schedules for construction progress with emphasis on milestone completion dates, phasing requirements, work flow, material deliveries, test dates, etc.; assisting in problem resolution and handling of disputed issues (including development of Government position); maintaining marked up sets of project plans and specifications for future as-built drawings; performing routine inspections of construction as work

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proceeds, taking action to identify work that does not conform to the contract requirements, and notifying the contractors when work requires correction; compiling, through site inspections, lists of defects and omissions related to the work performed and providing these lists to the contractor for correction; review of construction contractor payment requests (including preparation of necessary forms for payment processing); monitoring project financial data and budgetary cost accounting; administration of construction contract change orders (issuing proposal requests, preparing cost estimates, reviewing cost proposals, assisting agency in negotiations, preparing change order packages for processing); scheduling, conducting, and documenting regular progress meetings with all interested parties to review project status, discuss problems, and resolve issues; scheduling, conducting, and documenting (prepare minutes, etc. for distribution) construction-related project meetings; monitoring construction contractor compliance with established safety standards (note and report unsafe working conditions, failures to adhere to safety plan required by construction contract); monitoring construction contractor's compliance with contract labor standards; coordination of construction activities with customer Managers and occupying agency personnel; monitoring the design and construction clarification process and, when appropriate, reminding the A/E and other parties involved of the need for timely actions; participating in all "Partnering" activities during construction (workshops, meetings, etc.); preparing special reports and regular project status reports; providing for progress and/or final photographs of project work; perform site surveys; provide assistance in obtaining permits; perform hazardous material assessments and monitoring of hazardous material abatement work; and provide cost estimating assistance.

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- **Commissioning Services:** These services shall include, but are not limited to, providing professional and technical expertise for start-up, calibration, and/or certification of a facility or operating systems within a facility. The CM must be able to provide any level of commissioning needed from total support to specialty services. Commissioning services may require start-up planning, forecasting start-up duration, estimating start-up costs, determining start-up objectives, organizing start-up teams and team assignments, testing building system components, and conducting performance tests.
- **Testing Services:** The CM may be tasked to provide the services of an independent testing agency/laboratory to perform project-specific quality control testing and inspection services. The services may include, but are not limited to, testing/inspection of soils, concrete, precast concrete connections, steel, steel decking, applied fireproofing, roofing, curtain walls/glazing, and elevator installations.
- **Claims Services:** The CM may be tasked to provide Claims Services when and as required by the Government for specific projects. The CM will review disputes and claims from the A&E and/or construction contractor(s) and render all assistance that the Government may require, including, but not limited to, the following: Furnishing reports with supporting information necessary to resolve disputes or defend against the claims; preparation and assembly of appeal files; participation in meetings or negotiations with claimants; appearance in legal proceedings; preparation of cost estimates for use in claims negotiations; preparation of risk assessments/analyses relative to claim exposures; preparation of findings of fact and any other documentation required by the Government.

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- Post Construction Services: At or near substantial completion of project construction, the CM may be tasked to provide services such as: Performing Post-Occupancy Evaluations (POEs); assisting Agency in the formulation of lessons learned; providing occupancy planning including development of move schedules, cost estimates, inventory lists, etc.; providing move coordination, relocation assistance, and/or furniture coordination; providing telecommunication and computer coordination.

Mark G. Anderson Consultants will work with you to ensure that your needs and requirements are met and that your next PES project more than meets your expectations.



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TERMS AND CONDITIONS

1. SIN Awarded: 871 7 & 871 7 RC, *Construction Management Services & Recovery Construction Management Services*
2. Maximum Order: \$1,000,000
3. Minimum Order: \$100.00
4. Delivery Area: Domestic and Worldwide
5. Point of Production: Washington, DC
6. Discounts from List Prices:

<i>Labor Category</i>	<i>Government Rates</i>	<i>Commercial Rates</i>	<i>Discount</i>
Engineer	\$195.00	\$215.00	9.30%
Program Manager	\$180.00	\$200.00	10.00%
Project Director	\$171.00	\$190.00	10.00%
Project Manager	\$158.00	\$185.00	14.59%
Admin Assistant	\$ 41.50	\$ 65.00	36.15%

7. Quantity Discounts: None
8. Prompt Payment Terms: Not applicable
- 9a. Government purchase cards are accepted up to the micro-purchase threshold
- 9b. Government purchase cards are accepted above the micro-purchase threshold
10. Foreign Items: None
- 11a. Time of Delivery: 30 days ARO
- 11b. Expedited Delivery: Not applicable
- 11c. Overnight & 2-Day Delivery: Not applicable
- 11d. Urgent Requirements: Not applicable
12. F.O.B. Points: Destination
- 13a. Ordering Address: Mark G. Anderson Consultants
730 Eleventh Street, NW
Washington, DC 20001
Attn: Hillary Johnson
hjohnson@mgac.com
202 942 3900

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TERMS AND CONDITIONS (cont'd)

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|---|---|
| 13b. Ordering Procedures: | For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/ FSS Schedule homepage (www.fss.gsa.gov/schedules) |
| 14. Payment Address: | 730 Eleventh Street, NW, Washington, DC 20001 |
| 15. Warranty Provision: | Warranty 552.246-76 |
| 16. Export Packing Charges: | Not applicable |
| 17. Terms and Conditions of Government Purchase Card Acceptance | The Government Purchase Card is accepted for task orders below and above the micro purchase threshold |
| 18. Terms and Conditions of Rental, Maintenance and Repair | Not applicable |
| 19. Terms and Conditions of Installation | Not applicable |
| 20. Terms and Conditions of Repair Parts indicating Date of Parts Price Lists and any Discounts from List Prices | Not applicable |
| 20a. Terms and Conditions for any other Services | Not applicable |
| 21. List of Service and Distribution Points | Not applicable |
| 22. List of Participating Dealers: | Not applicable |
| 23. Preventive Maintenance: | Not applicable |
| 24a. Special Attributes such as Environmental Attributes | Not applicable |
| 24b. If applicable, indicate that Section 508 Compliance Information is available on Electronic and Information Technology (EIF) Supplies and Services and show where full details can be found | Not applicable |

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TERMS AND CONDITIONS (*cont'd*)

- 25. DUNS number: 007675713
- 26. Mark G. Anderson Consultants is registered in the Central Contractor Registration (CCR) database
- 27. Notice: This schedule and these prices are not to be utilized for A&E Services as defined by FAR Part 36 as it relates to real property

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GSA Schedule # 871**LABOR CATEGORIES & DESCRIPTIONS**

MGAC's Labor Categories under this Contract include:

- **Engineer**

Ensures all engineering projects, initiatives, and processes are in conformance with organization's established policies and objectives. Requires a minimum of 10 years' experience and a degree in Engineering from an accredited institution. The Engineer will have a Top Secret Clearance.

- **Program Manager**

Acts as a senior advisor to the Project Managers and Project Executives/Directors. The Program Manager shall have oversight responsibility on all contract activity for their program. The Program Manager shall have a Bachelor's degree, as well as advanced studies and training. The Program Manager shall have at least 15 years' experience in the field of their program.

- **Project Director**

Directs, supervises, and governs corporate projects. Reviews proposals to determine costs, timeline, funding, staffing requirements, and goals. Sometimes oversees the work of Project Managers and their Project Teams. This position requires a Bachelor's degree, advanced training or certification in area of specialty, and at least 10 years of experience in the field or in a related area. Familiar with a variety of the fields' concepts, practices, and procedures, and relies on extensive experience and judgment to plan and accomplish goals. Performs, leads, and directs the work of others. Reports to Executive Consultant or Program Manager.

- **Project Manager**

A Project Manager as defined by Mark G. Anderson Consultants under this Contract shall have a Bachelor's degree or at least eight (8) years' experience in a field related to their project. Additionally, the Project Manager shall have successfully managed at least five (5) projects worth over \$1 million. A Project Manager will be the main point of contact for each task order issued against a contract.

- **Administrative Assistant**

Assists the Project Manager in administrative tasks such as typing, filing, collating reports, and any other administrative duties required by a specific task order issued against this contract. Updates calendars, schedules, and prepares for/sets up meetings and meeting materials. Requires a High School diploma or GED. No experience required.

** MGAC policy allows substitution of seven (7) years of relevant progressive experience for a Bachelor's degree.*

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LABOR RATES

MGAC's Labor Rates for the Labor Categories listed under this Contract are:

	<i>Hourly Rate</i>
• Engineer	\$195.00
• Program Manager	\$180.00
• Project Director	\$171.00
• Project Manager	\$158.00
• Administrative Assistant*	\$ 41.50

**The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor WD Number(s) identified in the SCA matrix. The prices offered are based on the preponderance of where work is performed and should the Contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.*

SCA Matrix		
SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	WD Number
Administrative Assistant	01020 – Administrative Assistant	05-2103

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MARK G. ANDERSON CONSULTANTS, INC. – FIRM PROFILE

Established in 1996, MGAC is a Veteran-Owned, Owner's Representation and Project Management firm dedicated to our clients and their organizational success. We are innovators and integrators of people, resources, and materials toward a common goal: the client's satisfaction through the professional achievement of their design and construction project goals and objectives. Our clients are government agencies, institutions, corporations, and discerning individuals with national reach and challenging projects. MGAC has collectively managed over \$3.4 billion of government, corporate, hospitality, historic, mission critical and cultural building projects over the last five years.

Most of our projects result from repeat clients and their recommendation, with a high percentage of our assignments being performed under task-based, full-service contracts for government clients such as The State Department, the Equal Employment Opportunity Commission, the Federal Bureau of Investigation, the Office of the Comptroller of the Currency, DARPA, and the Department of Defense.

Our management philosophy is the pursuit of excellence. As a firm, we hire only highly seasoned professionals: Furniture Program Managers, Project Managers and Construction Managers with broad and extensive management experience spanning more than 25 years on average, and including complex office relocation, construction and renovation projects. Our knowledge and expertise guarantee our ability to provide committed, full-time Project and Construction Management services for all phases of delivery. Our personnel possess a breadth of experience that ranges from move planning/execution, architecture, interior design and cost estimating to engineering, construction, value engineering and commissioning. Though we staff all projects with dedicated Project and Construction Managers, this broad pool of experienced MGAC professionals is always available to our clients, lending their knowledge and expertise where necessary.

We begin each project with technical expertise, a proactive approach, creative problem solving, and excellent customer service. Our Project Team is your resource and single point of contact for information, communication and action. This management approach provides efficiency and accountability throughout the entire project process, and yields dividends as your objectives are quickly understood and translated into a timely and effective plan. We are committed to delivering successful projects by managing cost, schedule and quality, in keeping with your requirements.



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MARK G. ANDERSON CONSULTANTS, INC. – FIRM PROFILE (*cont'd*)

MGAC's success stems from a collaborative culture and our exceptionally well-developed core competencies. Our work has included long-term projects and programs, as well as straightforward task orders of shorter duration. Our team of experts has experience with both small and large projects involving new buildings, renovations, historic properties, and for as long or as short a period as is required. This flexibility results in a well-executed project while minimizing the project risks and demands on our clients' staff and resources. Above all, we at MGAC are committed to – and never lose sight of – our clients' vision and business objectives.